

Minutes of the Housing Authority of the County of Dodge

The Dodge County Housing Authority met Wednesday, May 27, 2020 in the Community room of the Juneau Senior Apartments located at 491 E Center Street Juneau, WI.

The meeting was called to order at 8:30 am by Glenn Stousland, Chairman.

Roll Call: In person: Glenn Stousland, Mary Reak, Donna Maly

Appeared by phone: Shirley Kitchen. Conference call was provided by Freeconferencecall.com.

Absent: Eugene Wurtz

Also Present: Donna Braun, Executive Director in person and Jamie Rhodes, Housing Supervisor by phone

Pledge of Allegiance

Verification of proper meeting posting

Motion was made by Donna Maly to approve the agenda. The motion was seconded by Mary Reak. Motion carried.

Motion was made by Donna Maly to retain Glenn Stousland as Chairman. The motion was seconded by Mary Reak. Hearing no other nominations motion carried by unanimous vote.

Motion was made by Mary Reak to retain Shirley Kitchen as Vice Chair. The motion was seconded by Donna Maly. Hearing no other nominations motion carried by unanimous vote.

Commissioners signed the Oath of Office of Commissioners and Confidentiality statement.

A motion was made by Donna Maly to retain the same meeting date and time. The motion was seconded by Mary Reak. Motion carried. Housing Authority Board meeting will remain the fourth Wednesday of the month at 8:30 am at the Housing Authority Office in Juneau.

A motion was made by Donna Maly to retain the same method of distribution of board packets. The motion was seconded by Mary Reak. Motion carried. Packets will be mailed to board members.

Motion was made by Mary Reak to dispense the reading of the April 29, 2020 minutes and approve them as presented. The motion was seconded by Shirley Kitchen. Motion Carried.

Public Form- none

Communications- none

Motion was made by Shirley Kitchen to approve the financial report as presented. The motion was seconded by Donna Maly. Motion Carried.

Bills for Dodge 1, 6, OGLLC, HA and HUD were presented. Discussed check for Streamroll. Internet company that administers DCHA website. Motion was made Mary Reak to approve the bills and pay as due. The motion was seconded by Donna Maly. Motion carried.

Unfinished Business:

Dodge 1, 6 and OGLLC Occupancy Report for period May 2020.

Theresa	12-12	Burnett	12-10	Iron Ridge	8-7	Waupun	48-46
Ashippun	12-12	Lowell	12-12	Juneau	15-15	Oak Gove	24-23
Reeseville	14-13	Hustisford	14-14	Beaver Dam	17-16		

Progress report on Housing Choice Voucher Section 8 Program May 2020: Vouchers – 124

Occupancy Report- Reviewed details of occupancy report.

Maintenance Report- limiting maintenance to emergency maintenance only. Cleaning hallway carpets, additional building cleaning of public areas. Community rooms and public bathrooms remain closed.

Tenant/Program participation report-Reviewed details of Tenant/Program Participation report.

Management report- Federal Court Case dismissed. A133 unaudited submission deadline to HUD is delayed from May 31 to November 30 due to Covid. However, auditor will be in office last week of July. Covid - Working with decreased staff. Limiting exposure. Office remains closed to public but operating by phone, email and mail. Doing the best we can.

Phase II update- Dirt is moving but rain could be an issue. Dimension submitted Rural Development grant. Received Solar for Good grant and applying for Focus on Energy. In discussion with WHEDA for financing options. Draw meeting will be monthly. First draw was for building permits, legal fees and soft costs. Geopier Gap loan is not needed at this time. Updated timeline for excavating, site work, foundations and framing.

Old Business-

A. Motion was made by Mary Reak to approve the D6 7/1/2020 budget with rent increase as presented. The motion was seconded by Shirley Kitchen. Motion Carried.

New Business-

A. Motion was made by Donna Maly to approve the Housing Authority 4/1/2020 budget as presented. The motion was seconded by Mary Reak. Motion Carried.

B. Board discussed Coronavirus (Covid-19) Updates and CARES Admin fee funding uses. Training and some technology expenses are within Director approval limit. Additional board discussion will be done as needed.

C. A motion was made by Shirley Kitchen to update the HUD HCV 2020 utility allowance to include solar deduction. The motion was seconded by Mary Reak. Motion carried.


D. Iron Ridge parking lot project bids- Excavating bid within Director spending limit. Concrete bid will be updated to remove excavating costs. Board will discuss if needed at future meeting.

Announcements: Next meeting dates: 6/24/2020

A motion was made by Donna Maly adjourn. The motion was seconded by Mary Reak. Motion carried.

Meeting adjourned at 9:53 a.m.


Glenn Stousland, Chairperson


Donna Braun, Executive Director